



AUGUST 15, 2012 4:00 PM OTAY RANCH BRANCH LIBRARY
STUDY

BOARD MEMBERS PRESENT: CHAIR B. YOUNG, VICE-CHAIR A. RIGGS,

TRUSTEES J. BALNIS AND E. MELLOR

BOARD MEMBERS ABSENT: NONE

CITY STAFF PRESENT: DIRECTOR OF LIBRARY & RECREATION BETTY WAZNIS

OTHERS PRESENT: NONE

CALL TO ORDER / ROLL CALL

Chair Young called the meeting to order at 4:04 p.m.

I. APPROVAL OF MINUTES

Motion made by Trustee Riggs and seconded by Trustee Mellor to approve the meeting minutes from July 18, 2012. Motion carried.

II. New Business

None

III. OLD BUSINESS

A. Impact of Library & Recreation Merger

The Board is awaiting response to the August 2 letter from Chair Young to City Manager Sandoval.

Direct Waznis informed the Board that City Manager Sandoval agrees with the concerns expressed by the Board. He hopes that the hiring of an Assistant Director of Recreation will address some of the concerns. The recruitment closed on July 31 and the City received over 200 applications. We hope to have someone on board in October.

The Board is concerned that this merger has adversely impacted the moral of Library staff and Recreation staff. If this merger occurred during the planning phase of the Otay Ranch Branch Library, it may not have been a successful project. The Board will communicate concerns at the joint meeting with the City Council on October 18.

Chair Young pointed out that the previous merger of Library & Recreation had proven that the departments did not function well as one department.

Trustee Mellor asked if there are job descriptions for the new *Director of Library & Recreation* and *Assistant Director of Recreation* positions.

Trustee Balnis inquired whether the Parks & Recreation Commission has an action plan to address City Council with their concerns. He suggested a cooperative effort would benefit both departments.

Chair Young stated that he will attend the next Parks & Recreation Commission meeting scheduled for August 16.

Chair Young stated the Board of Library Trustees has a unique perspective due to their engagement with the management of the Library. The role of the Board is to share observations with the City Council in terms of what it sees, what feedback it is getting, and whether there are danger signs. The Board has an advisory and cautionary role.

Vice-Chair Riggs suggested the Board should focus on what they care about and what they do not want the Library to lose, regardless of what the organizational structure. The Board should keep a record of negative impacts, whether we are still able to do programs, get new books, keep hours open, maintain staffing, etc.

Chair Young asked if there is a list of programs that the Library would like to offer, but cannot due to the lack of funding?

Director Waznis stated the programs list is continually adjusted based on our needs. The department has created a "wish list" of what would be done with \$100,000 as part of the "Keep It Local" Campaign. For instance approximately 72,000 more visitors could enjoy the Otay Ranch Branch Library. The Library is also in need for chairs at the Civic Center and South Chula Vista Branches. If we had more chairs more people could enjoy the library and stay and be comfortable. We also have a need for more books.

B. Advocacy

Trustee Mellor asked Trustee Balnis whether he had an opportunity to review the online training information she brought back from the American Library Association Conference. Trustee Balnis stated that he did not think the Board needs the training. He suggested everyone read the Advocacy Handbook and discuss at a later meeting. Ms. Balnis stated that the doing is the important part, not the how-to.

IV. LIBRARY DIRECTOR'S REPORT

- A. City Council is interviewing a candidate for the Board vacancy. We should have a new member at the next meeting.
- B. Library Programs and Events
 - 1) Summer Reading Program concluded with more than 50 percent increase from last year, with increases at both the Civic Center and South Chula Vista Branches.
 - 2) The department is continuing to experiment with the format of the Calendar of Events. The Board stated they liked the new format.
 - 3) The Friends of the Library applied for a county grant last fiscal year to refurbish the conference room at the Civic Center Branch. They did not receive the grant last year, but the County informed us that they will re-consider it for this fiscal year. The Friends requested approximately \$11,000 for new tables, chairs, whiteboards, carpeting, lighting, etc.
 - 4) The Otay Ranch Mall reported an increase of 28% in foot traffic, a combined result of our new Library Branch and the lowering of fees of the Southbay Expressway.
 - 5) The Heritage Museum exhibit continues to have great success.
 - 6) Southwestern College Work Study Program will provide five students interns to help with our Literacy Program.
 - 7) Other cities around us are doing a little better than we are and we are losing some staff members. We completed recruitment and interviews for hourly Librarians and Library Associates.

IV. COMMUNICATIONS

- A. Friends of the Library None
- B. Chula Vista Public Library Foundation None
- C. Public Comments None
- D. Written Comments None

E. Board Comments

- 1) Chair Young
 - Requested Board of Library Trustee Agendas and Minutes be posted on Library website and linked to City Clerk's website
 - Will attend Councilwoman Aguilar's breakfast tomorrow morning
 - Will attend Parks & Recreation Commission meeting tomorrow night
 - Requested Director Waznis to invite City Manager Sandoval to the Board's September meeting if he is available

2) Vice-Chair Riggs

 Requested "Board's Strategic Mission" as an agenda item for next meeting and to discuss what is success for the Board

ADJOURNMENT

Meeting was adjourned by Chair Young at 5:19 p.m.

Next Regular Meeting scheduled for September 19, 2012 at 4:00 p.m. will be held at the **South Chula Vista Branch Library** located at 389 Orange Avenue, Chula Vista, CA 91911